

EAST BERLIN BOROUGH COUNCIL  
128 Water Street  
East Berlin, PA 17316

August 7, 2019

The monthly meeting of the East Berlin Borough Council was held August 7, 2019 at the East Berlin Borough Hall. The meeting was opened with the Pledge of Allegiance at 7:00 PM.

**Members Present:** President Roberta Teal; Donald Dixon; Charles Krall; Anne Geiger and Jason Woods

**Members Absent:** James LeVan, David Meixner and Solicitor Matt Battersby

**Also Present:** Mayor Keith Hoffman; Recording Secretary Hannelore Furst; Clark Craumer for JB Buy Rite, David Woodward, Jan Hoffman, and Jim Hale, Reporter for the Gettysburg Times

**Adoption of the Minutes:** The meeting minutes of July 3, 2019 were approved as submitted with a motion by Charles Krall and a second by Donald Dixon.

**Payment of Bills:** A summary of the bills for July totaling \$23,373.39 was reviewed. *Donald Dixon motioned to pay the bills for July 2019; with a second by Jason Wood. Motion approved unanimously to pay the bills.* There was a discussion on the bills for Park & Recreation commission. It was decided not to include their bills with the Borough's bills since they have their own budget.

**Guest's Addressing Borough Council:** Clark Craumer spoke as a representative of JB Buy Rite concerning the sub-division of the property at 507 Beaver Street. He presented a diagram of the proposed sub-division (Lot 1-proposed house, Lot 2-existing house). The acceptable lot width of the flag lot is the issue; Lot 1 would not have enough frontage. The Council was given the Planning Commission's recommendation; which defers the decision back to the Council. The discussion continued about a flag lot; with a suggestion of a variance. It was suggested to schedule a meeting with Rob Thaeler of Adams Co. Planning and Development and Solicitor Battersby to discuss the situation.

**Mayor's Report:** Mayor Hoffman read the 19 incidents for July. Council reviewed the July police report. Anne Geiger reported her concerns of the fireworks on July 4th. The Mayor stated he will check with other municipalities on their restrictions on fireworks. He stated take pictures of the perpetrators and file a complaint.

**Solicitor's Report:** None-Solicitor was absent

**Committee Reports:**

**Finance:** Council received a copy of the income and expense report for July 2019.

**Streets/ Maintenance:** Council was provided with the maintenance report. The Branch Circle stormwater project is slated to start August 26. The safety audit walk was conducted August 6 on E. King Street. Curb painting is continuing. Bob Meminger will be out on medical leave starting August 12, for knee surgery.

**Planning/Zoning:** Council received the Planning Commission minutes. There was nothing new to report on the Pennwood expansion. Council also received the Planning Commission's recommendation for the JB Buy Rite property.

**Personnel:** Charles Krall reported the personnel committee had 100 applicants for the secretary/treasurer position; they narrowed it to 6 applicants, with 2 second interviews. They have decided to offer the position to Lucinda Smith (Cindy) of Gardners. *A motion was made by Charles Krall to submit his recommendation to hire Cindy Smith at a salary of \$42,042.00 a year (\$21.00 hr./38.5 hours a week) with full benefits package; with a second by Jason Wood. Per roll call vote, all members approved unanimously.* She will start as soon as she has given her current employer sufficient notice.

**Parks and Recreation:** The basketball court final payment was made so the final grant application will be submitted to DCNR to get the remainder \$4,000 of the grant. The restroom project is ongoing. The cell tower representative was referred to Adams County Planning & Development.

**Communications:**

- Anne sent an email progress report to council members concerning council member David Meixner. Anne also suggested we check on making the Borough building ADA compliant and a handicap parking space at the Borough building. It was suggested checking with the engineer on the requirements.
- Anne obtained a copy of Abbottstown's Borough Council resolution for remote attendance at meetings and presented a copy to council members for their consideration at the September meeting. Solicitor Battersby will have to check this out.
- She also reminded the council of the proposed communications policy to be adopted at the September meeting. Also the official emails are ready.
- She also relayed information she received from the ACTPO meeting concerning federal regulations of wider trucks and of the traffic signage in Gettysburg restricting larger trucks. All the municipalities on the designated route would have to work together, plus the officers would need special training and equipment to prohibit trucks on the route.

**Unfinished Business:**

General Code Proposal for Codification Services - President Robbie Teal presented the proposal at the last meeting from Michael Peter of General Code for codification services. Members received a copy of the proposal; the total for the codification package is \$10,600, with \$1,195.00 additional fee for the Premium eCode360 annual maintenance after the first year. ***A motion was made by Anne Geiger to approve purchasing the proposal to include the premium eCode 360 annual maintenance of \$1,195; with a second by Jason Wood. Motion approved unanimously by roll call vote.***

**New Business:**

Anne Geiger requested approval to attend the PSAB Fall leadership Conference at a cost of \$200. She will pay for her own hotel and travel costs. The Borough will pay the conference fee. ***Jason Wood made the motion to pay Anne Geiger's PSAB Fall Leadership Conference fee; with a second by Charles Krall. Motion carried.***

**Correspondence:**

- 1st responder's luncheon to be held at Immaculate Heart Church on Sept 14.
- Dave Meixner fund raiser Aug 10, 2019 @ VFW
- Adams County Emergency Services Training Center-dedication of the new "Training Tower Module" August 10, 2019 1:00PM
- David Bolton-PSAB Delegate Resolution Packet (sent email to council members)
- Jean Barnett Trone Memorial Library financial reports for 2018
- Training and Webinars Available

The next meeting is scheduled for September 4, 2019 at 7 PM at the Borough Hall.

Having nothing further to report ***Don Dixon motioned to adjourn the meeting at 8:05PM; seconded by Anne Geiger. Motion approved with all voting in favor.***

Respectfully submitted,  
Hannelore B. Furst, Recording Secretary